

CURRENT VACANCIES as of
November 2017
For COMMISSIONER-APPOINTED
BOARDS, COMMITTEES & COMMISSIONS

The Charles County Commissioners are seeking County residents to fill vacancies on the following Boards, Committees & Commissions:

- **Adult Public Guardianship Review Board**
- **Agricultural Land Preservation Advisory Board**
- **Alarm Review Board**
- **Area Council on Aging**
- **Business Development Loan Fund for Women, Minorities and Veterans**
- **Board of Appeals (Application Deadline December 1, 2017)**
- **Board of License Commissioners (Liquor Board) *District 1***
- **Commission for Women**
- **Drug and Alcohol Abuse Council (Charles County)**
- **Ethics Commission**
- **Heritage Commission**
- **Historic Preservation Commission**
- **Homeowner's Association Dispute Review Board**
- **Library Board of Trustees**
- **Mental Health Advisory Committee**
- **Planning Commission (Application Deadline December 1, 2017)**

Applications are available on the Charles County Government website at <http://www.charlescounty.org/apps/citizenadvisory/public/enterApplication.jsp> or by contacting Carol DeSoto, Senior Commissioner Specialist at 301-645-0691 or e-mail desotoc@charlescountymd.gov. *A separate application must be submitted for each membership to which you wish to apply.*

POSITIONS REMAIN OPEN UNTIL FILLED

Vacancy/Vacancies:

On the 11-member **Adult Public Guardianship Review Board**. The Commissioners are seeking to appoint a Doctor, a Registered Pharmacist, and a Psychiatrist. The Board provides impartial oversight of the care and services provided for the individuals under public guardianship; reviews the current status of health and welfare of these persons; and makes recommendations as to whether guardianship should be continued as established, modified, or terminated. The Board meets twice a year and as needed for emergency situations. Members serve 4 year terms.

On the **Agricultural Land Preservation Advisory Board**. The Board advises the county governing body with respect to the establishment of agricultural districts and the approval of purchases of easements by the foundation with the county. The Board assists the county governing body in reviewing the status of agricultural districts and land under easement. The Board also advises the foundation concerning county priorities for agricultural preservation. The Board meets as needed. Members serve 4 year terms.

On the **Alarm Review Board** for a Local Alarm Business Representative. The Board was established by Ordinance No. 98-48 to encourage alarm users and alarm businesses to maintain operational reliability and to properly use alarm systems to reduce/or eliminate false alarm dispatch requests. The Alarm Review Board will conduct periodic reviews of false alarm records and formal hearings to consider evidence presented by interested parties regarding appeals from fines and/or other charges relating to installation or operation of an alarm system. The Board meets as needed.

On the **Area Council on Aging** for citizen members from both the senior community over the age of 60 and citizens at large; Members serve 4-year terms. The Council promotes the welfare and betterment of senior citizens of Charles County by working actively and cooperatively within the community; develops awareness and understanding of problems and concerns; and develops community support for programs designed to benefit and support the senior citizen population. The Council meets monthly on the second Thursday at the Richard Clark Center at 9:30 am.

On the **Business Development Loan Fund for Women, Minorities, and Veterans** for a Minority Business owner; Business Services (Realtors, Insurance, etc.) and Business Association member. This Committee serves as an advisory review body for the purpose of reviewing and approving loans to eligible businesses under the procedures of the Disadvantaged Loan Fund. The Committee meets only when applications are received on an as needed basis.

On the **Board of Appeals**. The Board of Appeals is made up 5 members and an alternate, appointed by the County Commissioners. Members are appointed for staggered terms of 4 years. The members are citizen planners as they are chosen from all walks of life and typically do not have any formal training prior to their appointment. The County Commissioners are given the authority to appoint the Board of Appeals by the Land Use Article of the Annotated Code of Maryland. This article also defines the role & responsibility for the Board. It specifies that the Board hears appeals of the zoning and land use decisions of the County Government, requests for approval of special exceptions, and requests for approval of variances. Meetings are the 2nd & 4th Tuesday of each month. Meetings are held in the Commissioners Meeting Room of the County Government Building. **All applicants must complete the State of Maryland online training course for Planning Commission/Board of Appeals members. You will find this online course at:**

<http://planning.maryland.gov/YourPart/EducationWelcome.shtml> In order for your application to be considered you must complete this online course and send a copy of your certificate of completion, along with a completed application by December 1, 2017.

On the **Board of License Commissioners - Liquor Board** for a **District 1 Representative**. The task of this Board is to review and approve the issuance and renewal of liquor licenses in Charles County, and establish penalties for violations. The Board meets the 2nd Thursday of each month at 10:00 a.m. in the County Government Building. Members serve four-year terms.

On the **Commission for Women**. The Commission serves as a referral agency for women needing assistance; support and encourage volunteer programs of benefit to women; Publicize activities and services of interest to women; encourage educational and job training opportunities for women; Promote public forums on women's needs and problems; publicize newly passed legislation that affects women; promote continuing equal opportunity in education, employment, sports, and health care; focus on current family issues; and operate at all times and in all matters as a non-political, non-partisan commission. Members serve 4-year terms.

On the **Drug and Alcohol Abuse Council (Charles County)** for citizens members and members who work in area of substance abuse, prevention and treatment. The Council establishes and implement plans, strategies and priorities for alcohol and drug abuse evaluation, prevention and treatment services in Charles County.

On the **Ethics Commission** for a citizen member. The responsibilities of this Board are to devise, receive and maintain all forms generated by the Charles County Code, Chapter 170, Code of Ethics; to provide published advisory opinions to persons subject to the aforementioned code as to the applicability of the provisions; to investigate, process and make determinations as to complaints filed alleging violation of the aforementioned code; and to conduct a public information program regarding the purpose and application of the aforementioned code. The Board meets at least quarterly and currently on a monthly basis at 7:00 pm in the County Government Building. Members serve four-year terms.

On the **Heritage Commission** for Citizen Members. The task of the Heritage Commission is to manage, procure, preserve and disseminate materials relating to the local history of Charles County. Members serve 4-year terms.

On the **Historic Preservation Commission** the Charles County Commissioners are seeking County residents. The Commission will recommend properties for local historic landmark designation, review exterior changes to locally designated landmarks, and support documentation of historic resources throughout Charles County. Applicant must possess interest or training in history, architectural history, archeology, historic preservation, landscape design, or related field. The Board will meet quarterly for the first year. Initial term lengths will be staggered for 2 or 3 years, thereafter term lengths will be 3 years. The Commission meets in the evenings.

On the seven-member **Homeowners' Association Dispute Review Board** for a member who is a resident of a Self-managed or Professional HOA Community and At Large member. This board meets as needed to hear and resolve disputes between a homeowners' association and a homeowner regarding the covenants or restrictions of the homeowners' association. The Board meets as needed in the evenings at the County Government Building. Members serve three year terms.

On the **Library Board of Trustees**. The vacancy is for a citizen member. The task of the Board is to deal with all aspects of the library, including services, staff, rules and regulations and other functions for the proper delivery of library services. The Board meets on the first Thursday of each month at 5:00 p.m. Members serve four year terms.

On the **Mental Health Advisory Committee**. The task of the Mental Health Advisory Committee is to review and make recommendations regarding services and facilities for mental health programs in Charles County. The Mental Health Advisory Committee is responsible for reviewing and recommending services and facilities for mental health programs in the County. Members serve three year terms. Meetings are held on the third Wednesday of each month at 9 a.m. at the Charles County Department of Health, White Plains.

On the **Planning Commission**. The Commissioners are seeking members for a 4-year term. The members are "citizen planners" as they are chosen from all walks of life. As such, formal planning experience or training is not required. The Planning Commission is involved in the drafting and implementation of the Comprehensive Plan, makes recommendations on re-zoning requests and is the approval authority for subdivision of property in the County. The Board members receive a stipend. Meetings are held twice monthly on Monday evenings at 6:00 pm. **All applicants must complete the State of Maryland online training course for Planning Commission/Board of Appeals members. You will find this online course at:**

<http://planning.maryland.gov/YourPart/EducationWelcome.shtml> In order for your application to be considered you must complete this online course and send a copy of your certificate of completion, along with a completed application by December 1, 2017